



# NEW JERSEY DEPARTMENT OF CHILDREN AND FAMILIES

**Philip Murphy**  
Governor

**Sheila Y. Oliver**  
Lt. Governor

**Christine Norbut Beyer, MSW**  
Commissioner

## JOB VACANCY POSTING

<b>POSTING #:</b>	215-22	<b>ISSUE DATE:</b>	May 27, 2022
<b>TITLE:</b>	<b>CONSULTANT, CURRICULUM &amp; INSTRUCTION 2 (UNCLASSIFIED)</b>	<b>CLOSING DATE:</b>	June 6, 2022
<b>LOCATION:</b>	Department of Children and Families Office of Education 50 East State Street Trenton, NJ 08625		
<b>POSITIONS:</b>	1	<b>RANGE:</b>	P26
<b>DISTRIBUTION:</b>	DEPARTMENT-WIDE	<b>SALARY:</b>	\$71,408.73 - \$101,588.61

**SCOPE OF ELIGIBILITY:** Open to employees of the Department of Children and Families, subject to current promotional and hiring restrictions.

**DEFINITION:** A position in this job category typically develops educational programs; identifies educational and training goals and objectives; instructs staff on policies and procedures; and consults with staff members for identification of staffing or operational needs.

### REQUIREMENTS

**EDUCATION:** Graduation from an accredited college or university with a Bachelor's degree.

**EXPERIENCE:** Three (3) years of experience involving the development of educational programs.

**LICENSES, CERTIFICATIONS, OR REGISTRATIONS:** A New Jersey instructional or educational services certificate issued by the New Jersey State Department of Education in a subject matter appropriate to the position to be filled, as determined by the appointing authority.

**SUBSTITUTIONS:** A Master's degree in Education or related fields, as determined by the appointing authority, may be substituted for one (1) year of the required experience.

**SPECIAL CONSIDERATIONS:** May be required to engage in the lifting of clients when working in a setting which provides direct services to clients who are non-ambulant, or who are semi-ambulant and/or have severe physical disabilities.

**RESUME NOTE:** Eligibility determinations will be based upon information presented on the resume only. Applicants who possess a degree from a college or university outside the United States must provide an evaluation of one's transcripts from a recognized evaluation service at the time of submission by the above closing date. Failure to do so may result in your ineligibility.

**LICENSE:** Appointees will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform the essential duties of the position.

**NOTE:** APPLICABLE SPECIAL RE-EMPLOYMENT LIST ESTABLISHED AS A RESULT OF A LAYOFF WILL BE USED BEFORE ANY APPOINTMENTS ARE MADE.

### IMPORTANT NOTICES

**RESIDENCY** - Effective 9/1/11, NJ PL 70 (NJ First Act), requires all State employees to reside in New Jersey, unless exempted under the law, or current employees who live out-of-state and do not have a break-in service of more than 7 calendar days, as they are "grandfathered." New employees or current employees who were not grandfathered and who live out-of-state have one year after the date of employment to relocate their residence to New Jersey or request an exemption. Current employees who reside in NJ must retain NJ residency, unless he/she obtains an exemption. Employees who fail to meet the residency requirements or obtain an exemption will be removed from employment.

**COVID-19 VACCINATION/TESTING REQUIREMENT** - Per Executive Order 253, all State employees are required to be vaccinated by October 18, 2021 or undergo frequent testing. Please do not submit your vaccination card at this time.

### Electronic Filing:

Forward a cover letter and resume as a **single PDF document**, saving the file by your **Last Name, First Name** to:

[Job.Posting@dcf.nj.gov](mailto:Job.Posting@dcf.nj.gov)

Include the **Job Posting #** in the subject line of your email.

The Department of Children and Families is an Equal Employment Opportunity Employer and is committed to fostering a respectful and inclusive work environment which reflects the diversity of the state we serve.